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DEPARTMENT OF STATE
DIRECTOR GENERAL OF THE FOREIGN SERVICE
AND
DIRECTOR OF PERSONNEL
WASHINGTON, D.C. 20520

copy not filed

CONFIDENTIAL

APR 10 1980

MEMORANDUM

TO: Mr. Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management
Central Intelligence Agency

FROM: M/DGP - Harry G. Barnes, Jr.

SUBJECT: Personnel Administration--Foreign Nationals

REFERENCE: CIA Memorandum and draft cable of January 10, 1980

I regret that your memorandum of January 10th was not received.

I appreciate your concern that the State Department administered FSN compensation and position classification systems be flexible enough to meet the program needs of each of the several departments and agencies served by these systems. This is a major objective of those in the Department who are involved in the design, implementation, and administration of the FSN Personnel Program worldwide.

We are aware that FBIS has professional positions which are not presently covered by position classification standards and have, as you note, been cooperating with FBIS management to develop suitable standards. Since January 1980, considerable progress has been made toward preparing standards for Monitor positions. The broad outline for such standards prepared by FBIS is undergoing improvement on the basis of information gathered by survey teams in Jordan and Paraguay. It is likely that this occupation will be retitled "Media Analyst", not only for the purpose of avoiding confusion with VOA monitor positions and FBIS cruising monitors but, more importantly, to clearly emphasize the media analysis work of such positions. Such work is a major grade-determining factor

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and involves job complexities which straight monitoring work does not have. Trial application of this new job title and tentative grade levels to these positions in the FBIS bureaus in Amman and Asuncion resulted in favorable grade level results.

With reference to paragraphs 3 and 4 of your January 10th memorandum, we view the FSN compensation and position classification systems as a broad frame-work which can accommodate the particular needs and special authorities of the several agencies served. Compensation plans determine prevailing wage rates, and position classification principles and standards determine the grades for the various levels of work within each of the occupations included in the system. Although the overall system is geared primarily to host country national employees, it is viewed as applying also to the grade levels of third country nationals. In other words, in the case of FBIS positions filled by third country nationals, position grade levels of our system would apply. Additional compensation and other emoluments to third country nationals as recruitment incentives would be based on any special authorities your agency may have for the compensation of this type of employee. Such compensation would clearly not be the Department's concern except in cases where the Department is requested to develop a separate salary schedule for a post's third country national employees.

posts Regarding the draft cable which you propose to send to your FBIS bureaus, we recommend only one change in the first paragraph in the interest of clarity in terms of the terminology of the FSN Personnel System. The last three words of the first paragraph ("to local wage scales") will be clearer to the reader if replaced by the following: "within the local post's FSN position classification system as based on the Local Employee Position Classification Handbook". On the other hand, the second paragraph presents serious problems in terms of how we view the system in operation at post level. In the first sentence, the phrase "to the extent that they can without impinging on the DCIs authorities" implies that an FBIS bureau can refuse to utilize the post's compensation plan for host country nationals and can override a post classification decision. The agencies participating in the worldwide system do not have such overriding authority. I would suggest that perhaps the following paragraph will achieve your objective without giving FBIS bureau chiefs the feeling

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that they can conform to the system only when and if it suits them.

> "FBIS employees, both local nationals and third country nationals, are appointed employees of CIA and as such, the authorities for their employment, career development, and termination rest with the DCI. FBIS bureaus are directed to conform to the posts' compensation plan and position classification system as regards host country nationals and to the posts' position classification system in establishing the grade levels of positions occupied by third country nationals. All other elements of FBIS bureaus' FSN/TCN personnel management will also conform to posts' procedures insofar as possible within their delegated authorities. For example, at missions with a centralized FSN promotion and position classification appeals panel, FBIS will have a voting member of such a panel when a promotion, reclassification, or appeal case involving an FBIS FSN, including third country national, employee is before the panel. In those few cases in which a panel's decisions are unsatisfactory, they may be appealed through the embassy to PER/ER/FN, Department of State, at which level CIA Washington will collaborate with State in finding a satisfactory solution within the respective authorities of both agencies."

promotion, assignment

equal pay for equal work

We suggest that the third paragraph of the cable be eliminated as the suggested revisions of other segments of the message clarify the point made in this paragraph. The fourth paragraph is entirely satisfactory.

Again, I sincerely regret the non-receipt of your January memorandum which has resulted in the long delay in responding to your several important points regarding the FSN Personnel System as it applies to FBIS. As the system is in its infancy, so to speak, it is crucial to its long-term success that each of the participating agencies have the opportunity to voice its particular needs and concerns fully and openly. The staff of the Foreign Service National Personnel Division is charged with developing a service-oriented, highly responsive FSN program. We want to meet your agency's special needs to the greatest extent possible within the Department's authorities and those of CIA.

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If you have any questions about any of the points raised herein, I would be glad to arrange for your representatives to meet with members of our FSN Personnel Division.

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